

SNOHOMISH COUNTY JOB DESCRIPTION

GIS ANALYST, SENIOR

Spec No. 3409

BASIC FUNCTION

Performs complex duties in support of County and departmental Geographic Information Systems (GIS) analysis, functions, processing, application design, development, and testing of GIS software, hardware, and geospatial data management systems. This position works in coordination with the Department of Information Technology (DoIT).

STATEMENT OF ESSENTIAL JOB DUTIES

1. Engages in complex GIS analysis and other datasets; reviews and manipulates records of spatial and tabular data.
2. Performs advanced programming and development of cross-platform, multi-function, interactive applications involving graphical interfaces for multiple end-users. This may include determining requirements, design, implementation, debugging, and deployment within GIS, network, and web-based environments.
3. Contributes to, evaluates, and leads projects by reviewing existing county data, recommending data needs, accessing available digital data from outside sources, and determines analyses to fulfill project provisions.
4. Analyzes GIS data requirements and configures digital data design, assembly, conversion, compilation, and maintenance procedures essential for long-term applications.
5. Coordinates with consultants, scientists, engineers, planners and other professionals on GIS analysis projects, including determines data requirements and project specifications.
6. Develops and provides training on the use, development, and management of geospatial data sets.
7. Coordinates and directs collection of field data by professional and technical personnel; develops data standards and methodology for data collection; ensures completed work complies with data standards.
8. Prepares and reviews reports, presentations, and metadata to describe application procedures, data requirements, software functions, status, and change management; attends and presents at conferences.
9. Develops and supports department and countywide spatial database directory, structure, schema, and configurations per organizational standards; including database administration, data management through replication/syncing tasks, setting privileges, versioning, and domain coded-values for staff within geodatabase environments.

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Spec No. 3409

STATEMENT OF ESSENTIAL JOB DUTIES (Continued)

10. Assists and provides technical support to staff and customers on GIS requests, which include data extractions, map products and applications, plus on-the-fly data inquiries.
11. Provides quality assurance, quality control, and user acceptance testing for projects using established methodology and best practices. Coordinates enterprise-level GIS services, policies, standards, and procedures with other County professionals.
12. Acts as GIS resource on various technical advisory committees, commissions, and interest groups.
13. Operates GIS equipment, including large format printers, storage media, and viewing devices.
14. Assists with updating, revising, design, and maintenance of maps, surveys, plats, legal descriptions, codes, decisions, and reports; supports the interpretation, digitization, acquisition, and processing of remotely sensed data, aerial photography, and satellite imagery.
15. Researches and collects data from county and non-county sources for applications, products, and services.

STATEMENT OF OTHER JOB DUTIES

16. May arrange for, set up, and/or participate in public meetings, hearings, emergency management, executive, and council sessions.
17. May collect field data using a Global Positioning System (GPS) or other equipment as needed.
18. May be required to perform all the duties of subordinate classifications.
19. Performs related duties as required.

MINIMUM QUALIFICATIONS

Bachelor's Degree in GIS, geography, computer science, engineering, planning, natural resources or related field; AND two (2) years of GIS or automated mapping experience; OR any equivalent combination of training and/or experience that provides the required knowledge and abilities. Must pass job related tests.

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PREFERRED QUALIFICATIONS

Master's Degree preferred.

SPECIAL REQUIREMENTS

A valid Washington State Driver's license may be required in some divisions for employment.

KNOWLEDGE AND ABILITIES

Knowledge of:

- current GIS technologies and industry trends
- analytical, problem-solving, and troubleshooting skills
- visual communication and data mapping theories
- GIS application development, programming, and/or GIS related technologies
- GIS production of complex cartographic and other spatial data displays
- GIS web-mapping applications served to internal and external users
- project management, planning, organization, and customer service skills
- database techniques to process and analyze geo-spatial datasets
- scientific research and data collection techniques
- User Acceptance Testing, metadata, hardware/software configurations, and GIS standards

Ability to:

- communicate effectively by oral, written, and by other graphical means
- read, understand, and apply technical manuals and procedures
- maintain required records and prepare necessary reports
- independently analyze problems and assist others in GIS analysis
- apply critical thinking and problem solving skills to business needs
- learn new programs, platforms, and tools to finish specific analysis and tasks
- complete multiple competing projects and meet deadlines
- effectively function as a team member
- analyze customer needs and business systems
- convey technical information to non-technical users
- train users in GIS products and promote GIS solutions
- work with a variety of individuals from diverse backgrounds
- understand disciplines of the assigned department and its divisions

SUPERVISION

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Spec No. 3409

Employees receive supervision from a supervisor or manager, while team members provide guidance. The employee carries out assignments on his/her own initiative and receives additional, specific instructions when relevant. Work is performed with considerable independent and may be checked to assure adherence to instructions and conformance with established departmental policies, procedures, and quality assurance standards.

WORKING CONDITIONS

The work is performed in an office environment with some field trips to locations throughout the county for the purpose of data collection, quality control, and to increase understanding of projects. Prepares for and provides GIS support during emergency situations including floods, earthquakes, and storms. When on call, employees may be required to carry a County mobile phone, have connectivity and be available to work evenings, weekends, and holidays.

Snohomish County is an Equal Employment Opportunity (EEO) employer.
Accommodations for individuals with disabilities are provided upon request.

[EEO policy and ADA notice](#)

Class Established: February 2017
Previous Spec No. 3302, 3388, 3285
EEO Category: 2 - Professionals
Pay Grade: 242 – Classified Pay Plan
Workers Comp: 5306 Non-hazardous